

**BOARD OF EDUCATION
Ellicottville Central School**

**Reorganizational & Regular Meeting
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**Sht. No. 1989
July 11, 2023**

OFFICIAL MINUTES

Members Present: Shana Chudy, Erin Cornelius, Debra Golley, Karl Northrup, Jenna O’Connell, Kristen Pearl, Robert Van Wicklin

Members Absent: None

Staff Present: Robert Miller, Melissa Sawicki, Aimee Kilby, Erich Ploetz

Staff Absent: Katie Mendell

Others Present: None

Call to order of meeting
Superintendent Miller called the reorganizational and regular meeting of July 11, 2023 of the Ellicottville Central School Board of Education to order at 6:02 p.m. The pledge to the flag of the United States was recited.

Roll Call
All present

Changes, Additions and Deletions to the Agenda

Additions:
67. Personnel:
j. Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Robert Scharf to the position of Water Operator in Charge effective July 12, 2023, at a rate of \$750 per month. This position is contingent upon a successful fingerprint clearance from New York State.

Public Comment
None

- Administration of Oath of Office to Newly Elected Board Members, Debra Golley & Jenna O’Connell, 5-year terms - effective July 1, 2023 to June 30, 2028.
- Administer the Oath to the Superintendent of Schools (Robert Miller).
- Selection of Meeting Chairman (temporary) – Superintendent Robert Miller was selected as the temporary meeting chairman.

Nominations and Election of New Board Officers:
(a) President
(b) Vice-President

Shana Chudy nominated Debra Golley for the seat of President – Board of Education.

Upon motion made by Chudy, seconded by Northrup, the following resolution was offered:

RESOLVED, that Debra Golley be elected President of the Board of Education of this District for the 2023-2024 school year.

**Yes – 7
No – 0
Carried**

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Kristen Pearl nominated Shana Chudy for the seat of Vice President – Board of Education

Upon motion made by Pearl, seconded by Northrup, the following resolution was offered:

RESOLVED, that Shana Chudy, be elected Vice President of the Board of Education of this District for the 2023-2024 school year.

**Yes – 7
No – 0
Carried**

Appointment of Board Officers:

Upon motion made by Cornelius, seconded by Pearl, the following appointments were offered 8 a – c.

- *(a) District Clerk – Melissa Sawicki \$7,572.1
- *(b) Deputy District Clerk & Deputy School Business Executive – Robert Miller
- *(c) School Business Executive – Aimee Kilby

*Administer Oath to Above

**Yes – 7
No – 0
Carried**

Upon motion made by Pearl, seconded by Chudy, the following appointments were offered (d) – (u).

- *(d) Tax Collector – TBD \$TBD
- *(e) District Claims Auditor – Karen Fitzpatrick @ \$30 per hour

*Administer Oath to Above

**Yes – 7
No – 0
Carried**

Appointment of Others:

- (f) Physician – Springville Pediatrics (East Main Street, Springville, New York)
- (g) Attorneys - Hodgson & Russ LLP (\$298 per hour – partners, \$283 per hour - senior associates, \$268 an hour - associates, \$150 per hour – legal assistants, \$215 per hour – law clerks, \$375 per hour - environmental and specialized tax and securities matters) and Harris Beach Attorneys at Law (\$299 per hour for legal services by partners and senior counsel, \$279 for associates, \$150 per hour for paralegal/librarian services)
- (h) MS/High School Classroom & Activity Funds Comptroller – Erich Ploetz
- (i) MS/High School Classroom & Activity Funds Treasurer – TBD
- (j) Attendance Officer- Karin Hager, School Nurse
- (k) Consulting Dentist - Dr. Stephen Illig
- (l) District External Auditor – Buffamante, Whipple, Buttafaro, P.C.
- (m) Records Access Officer – Melissa Sawicki
- (n) Asbestos LEA Designee – maintenance supervisor
- (o) Purchasing Agent – Aimee Kilby
- (p) Records Management Officer – Melissa Sawicki
- (q) Depository of Funds & Investments (All Accounts) – Five Star Bank, M&T Bank, HSBC, Chase Bank and CCB.
- (r) District Data Protection Officer/Technology Security Monitor – Joe Schultz @ stipend of \$4,160.00
- (s) Athletic Director – Dave McCann @ salary of \$13,239.72
- (t) Accounts Payable – Sandra Olson @ a stipend of \$9,113.94
- (u) Approval of Aimee Kilby as the voting delegate for the Workers Compensation Plan Board of Directors and Robert Miller, Superintendent, as the alternate delegate.

**Yes – 7
No – 0
Carried**

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Upon motion made by Pearl, seconded by Northrup, the following appointments were offered (v) – (aa).

- (v) Official Newspapers – Olean Times Herald & Salamanca Press
- (w) Chief Information Officer – Robert Miller
- (x) Sexual Harassment Officers –Erich Ploetz and Katie Mendell
- (y) CSE/CPSE Chairperson – Melissa Dahlman
- (z) Civil Rights Compliance Officer – Robert Miller
- (aa) Dignity Act Coordinators - Tammy Eddy & Dan LaCroix

**Yes – 7
No – 0
Carried**

Upon motion made by Chudy, seconded by Pearl, the following resolution was offered #'s 10-35.

10. RESOLVED, that the regular meetings of the Ellicottville Central School Board of Education shall be held on the following Tuesdays in the Ellicottville Central High School Library. The 2023-2024 Board of Education Meeting Calendar is as follows:

Ellicottville Central School Board of Education Scheduled Meetings

- | | | |
|-----|----------------------------|---|
| 1. | Tuesday July 11, 2023 | 6:00 pm Reorganizational Meeting |
| 2. | Tuesday July 25, 2023 | 6:00 pm Regular Meeting |
| 3. | Tuesday August 8, 2023 | 6:00 pm Board Retreat |
| 4. | Tuesday August 29, 2023 | 6:00 pm Regular Meeting |
| 5. | Tuesday September 26, 2023 | 6:00 pm Regular Meeting |
| 6. | Tuesday October 17, 2023 | 6:00 pm Regular Meeting |
| 7. | Tuesday November 14, 2023 | 6:00 pm Regular Meeting |
| 8. | Tuesday December 12, 2023 | 6:00 pm Regular Meeting |
| 9. | Tuesday January 9, 2024 | 6:00 pm Regular Meeting |
| 10. | Tuesday February 6, 2024 | 6:00 pm Regular Meeting |
| 11. | Tuesday March 12, 2024 | 6:00 pm Budget Worksession |
| 12. | Tuesday March 26, 2024 | 6:00 pm Regular Meeting |
| 13. | Tuesday April 16, 2024 | 6:00 pm Regular Meeting/BOCES Budget Vote |
| 14. | Tuesday May 14, 2024 | 6:00 pm Budget Hearing |
| 15. | Tuesday May 21, 2024 | 8:00 pm Regular Meeting – Budget Vote |
| 16. | Tuesday June 18, 2024 | 6:00 pm Regular Meeting |
| 17. | Tuesday July 9, 2024 | 6:00 pm Reorganizational Meeting |

11. RESOLVED, the School Business Executive is authorized to make payments of wages of all personnel of the school district in accordance with the agreed and contracted amounts deducting there from any obligation required by law or agreement. The Superintendent of Schools is authorized and directed to certify payrolls for the Board of Education.
12. RESOLVED, the Superintendent of Schools is authorized to approve staff personal days, professional or visitation days and travel as indicated in contractual agreements and as provided for in the budget during the 2023-2024 school year.
13. RESOLVED, that the Superintendent of Schools, be authorized to approve the travel and other business expenses of teaching and non-teaching personnel under adopted Board policy including advanced payments and reimbursements.
14. RESOLVED, a petty cash fund be established as outlined below
- (1) \$100 (Melissa Sawicki - custodian)
 - (2) \$10 (Tax Collector Account)
15. RESOLVED, the School Business Executive and Superintendent are authorized to sign all checks from all accounts including payroll checks.
16. RESOLVED, the School Business Executive is authorized to use a facsimile signature, to wit, to use a check writer.

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17. RESOLVED, the School Business Executive is authorized to make necessary budget transfers up to \$2,000 with the approval of the Superintendent of Schools as authorized by New York State Department of Audit and Control regulations and recommended by the New York State Commissioner of Education guidelines and brief explanation for any item over \$2,000.
18. RESOLVED, that the Superintendent is hereby authorized to make necessary budget transfers up to \$100,000 as authorized by New York State Department of Audit and Control regulations and recommended by the New York State Commissioner of Education guidelines and brief explanation for any item over \$100,000.
19. RESOLVED, that the Superintendent of Schools, or his designee, be authorized to apply for, accept and administer Federal Funds.
20. RESOLVED, that the Vice-President will have the authority to act on behalf of the President, including signatory powers in the absence of the President.
21. RESOLVED, the Superintendent is authorized to purchase bonds required by law for the School Business Executive and Tax Collector (in the amount of \$1,000,000).
22. RESOLVED, the School Business Executive is authorized to invest such portion of district monies as she may determine in U.S. Treasury Securities to be held to maturity and maturing in one year, in special time deposit accounts, in certificates of deposits issued by a bank or trust company, or Repurchase Agreements, provided, however, that such investments shall be payable within such time as the proceeds shall be needed to meet expenditures for which such money was obtained and, further, that such transaction meets all the requirements outlined in Education Law 1723-A.

BE IT ALSO RESOLVED, that the School Business Executive must require any bank or trust company, which has district, deposits over \$100,000 to provide state approved securities as collateral on aggregate deposits in excess of \$100,000. Such collateral must be held in a collateral account at an independent third-party bank with the account registered in the name of the Ellicottville Central School Board of Education. All transactions from this account are to be controlled by the School Business Executive to insure continued adequate collateralization.
23. RESOLVED, that the automobile mileage reimbursement rate be set at the current Internal Revenue Service rate per mile, effective with the 2023-2024 school year.
24. RESOLVED, that all policies, rules, regulations standard practices and procedures heretofore existing in this district in 2022/2023 unless specifically amended or changed are continued in full effect for the 2023/2024 school year.
25. RESOLVED, that the School Physician, or his designee, be authorized at their discretion to provide influenza inoculations for school district personnel choosing to receive same.
26. RESOLVED, that the Superintendent of Schools be authorized to require employees to submit to a medical examination to determine his/her fitness to continue employment, and to make such arrangements as are necessary to effectuate this resolution.
27. RESOLVED, that the Superintendent of Schools be authorized to act as the representative of the school district and to sign all applications in conjunction with any and all Federal and State aid projects, BOCES Contracts and Agreements as well as local agency contracts with Board approval.
28. RESOLVED, that the School Business Executive be authorized to pay invoices or billings offering discounts and to pay billings for retirement, federal and state taxes, scholarships, liability and health insurance, employee voluntary deductions, and other invoice or billings the Business Administrator deems necessary to be in the best interest of the District.

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29. RESOLVED that the current list of certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are identified as available to serve in this District, and the list as amended from time-to-time by the State Education Department and posted on the web-based IHO reporting System as the District's list of impartial hearing officers. BE IT ALSO RESOLVED that the District Clerk and Superintendent or Superintendent's designee shall select certified hearing officers from the State Education Department's web-based Impartial Hearing Officer Reporting System, who are available to serve in the District from the list of Impartial Hearing Officers who are certified by the Commissioner of Education of New York State; and document the rotational selection process and engage in the ministerial acts necessary to determine the first available impartial hearing officer for selection in each particular case. The State Education Department's then-current published list on the web-based Impartial Hearing Officer Reporting System will constitute the district's list of the names and statement of the qualifications of each Hearing Officer.
- BE IT ALSO RESOLVED that when an Impartial Hearing Officer must be appointed at a time when the Board of Education is not in session or between board meetings, the Board President or Vice-President are authorized to appoint the first available hearing officer to serve in a particular case. In the event that neither the Board President nor Vice President is available to make such an appointment, any member of the Board may appoint the first available hearing officer to serve on a particular case. Board member appointment of an Impartial Hearing Officer to conduct a hearing shall be promptly reported to the Board.
- RESOLVED that the Board of Education of the Ellicottville School District, upon recommendation of the Superintendent of Schools, shall compensate Impartial Hearing Officers who have been certified by the Commissioner of Education of the State of New York to serve as Impartial Hearing Officers in accordance with Education Law Section 4404(1) and 8 N.Y.C.R.R. Section 200.1(x), at the following rates for services and expenses:
- [1] Certified Impartial Hearing Officers shall be compensated at the rate of one hundred dollars (\$100) per hour for time spent in pre-hearing, hearing, and post-hearing activities of researching and writing a decision. The District does not and will not pay for hearing dates which are adjourned or cancelled, regardless of the reason, when the adjournment or cancellation is on two or more business days' notice.
- [2] Certified Impartial Hearing Officers will be reimbursed for reasonable and customary office expenses of photocopying, postage and facsimiles incurred and for travel time to and from the hearing at the rate of forty dollars (\$40) per hour.
- [3] Automobile travel shall be reimbursed at the then-current per mile rate which is established from time-to-time for travel by District employees and representatives.
- [4] Airline or train travel shall be reimbursed at the actual reasonable costs incurred by the Impartial Hearing Officer.
- [5] The District will reimburse Impartial Hearing Officers for the cost of their lodging up to eighty dollars (\$80) per night with receipt submitted or fifty-five dollars (\$55) per night without receipt submitted for hearing dates that fall on consecutive days.
30. Resolution authorizing BOCES Education Advisory Committee to act on behalf of local Boards for Vocational Grants.
31. BE IT RESOLVED, that the Superintendent of Schools, or his designee, be authorized to apply for, accept, administer and participate in the Free and/or Reduced School Lunch and School Breakfast Programs. RESOLVED, that the Ellicottville Central School District amends its Free and Reduced-Price Breakfast and Lunch Policy effective 9/1/23 to meet the family income standards for determining the eligibility of students to receive free and reduced-price meals under the National School Lunch Program as established by the United States Secretary of Agriculture. Further, RESOLVED: the Ellicottville Central School District adopts the maximum scale for free and reduced-price lunches as established by the New York State Education Department.
32. RESOLVED, that the School Lunch Prices for the 2023-2024 school year be set as follows: Grades K-5 at \$2.80 for a complete lunch and Grades 6-12 at \$3.00 for a complete lunch. 2nd lunch prices will be as follows: K-5th: \$3.40 and 6th – 12th grade: \$3.70. Reduced Lunch Price for all levels will be \$.25 per mandate. Adult lunch price \$5.00 (+tax) (for a complete lunch).
33. RESOLVED, that the School Breakfast Prices for the 2023-2024 school year be set as follows: Grades K-5 \$2.00 for a complete breakfast and Grades 6-12 at \$2.00 for a complete breakfast. 2nd breakfast will be \$2.70 for grades K-5 and \$2.70 for grades 6-12. Reduced Breakfast Price for all levels will now be \$.25 per mandate. Adult breakfast price \$2.75 (+tax) (for a complete breakfast).
34. RESOLVED that the price of half-pints of milk for the 2023-2024 school year be \$1.00 per carton. Chips \$1.25, Bottled Drinks \$1.75 and Ice Cream \$1.25.

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35. RESOLVED to renew the following M&T Bank credit card debt limit during the 2023-2024 school year:

<u>NAME</u>	<u>INDIVIDUAL CREDIT LIMIT</u>
(1) Robert Miller	\$25,000
(2) Aimee Kilby	\$5,000
(3) Maintenance Supervisor	\$3,000
(4) Amazon Purchases	\$5,000

Yes – 7
No – 0
Carried

36. Moved by Cornelius, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, to approve the following appointments of Committees on Special Education and Pre-School Education.

Committee on Special Education

Part 200 Regulations

Section 200.3

1. CSE Chair
2. Parent of Student
3. Student if appropriate
4. School Psychologist
5. Parent Member (Karen Venturin, Kaylin Moss)
6. Surrogate Parent (Daniel Buringrud)
7. Special Education Teacher
8. Regular Education Teacher
9. All Providers of Services

Sub-Committee on Special Education

Part 200 Regulations

Section 200.3

1. CSE Chair
2. Parent of Student
3. Special Education Teacher
4. Regular Education Teacher
5. All Providers of Services

Committee on Preschool Special Education

Part 200 Regulations

Section 200.3

1. CSE Chair
2. Parent of Student
3. School Psychologist
4. Cattaraugus County CPSE Representative
5. Parent Member (Tiffany Frentz)
6. Surrogate Parent (Daniel Buringrud)
7. Special Education Teacher
8. Regular Education Teacher
9. All Providers of Services

Yes – 7
No – 0
Carried

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37. Moved by Chudy, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, to approve the following appointments of School Safety/Health Team.
- | | |
|-----------------|--|
| Robert Miller | Superintendent |
| Erich Ploetz | MS/HS Principal |
| Katie Mendell | Elementary Principal/Parent |
| Melissa Dahlman | CSE Chairperson/Parent |
| Joe Prior | School Psychologist |
| Karin Hager | School Nurse |
| Todd Lovell | Transportation Supervisor |
| TBD | Maintenance Supervisor |
| Zachary Gelen | Physical Education Teacher |
| Vicky Williams | Cafeteria Manager |
| TBD & TBD | Board Members |
| Tammy Eddy | Guidance Counselor |
| Melissa Sawicki | Superintendent’s Secretary |
| Dan LaCroix | Guidance Counselor/Parent |
| Kate Boutet | Physical Education Teacher |
| Mark Ward | Great Valley Fire Department |
| James Bouchard | Ellicottville Police – Asst. Officer in Charge |
| Aimee Kilby | School Business Executive |
| Rob Germain | Ellicottville Fire Department |
| Mindy Callaghan | Teacher |
| Melissa Reedy | Teacher |
| Kathy Weller | Teacher |
| Amber Graham | SRO (School Resource Officer) |
| Joe Schultz | Technical Support Specialist |

**Yes – 7
No – 0
Carried**

Upon motion made by Pearl, seconded by Northrup, the following resolution was offered 38-58.

38. Business Office authorized to pay claims
RESOLVED: that according to Education Law 1724, paragraph 3, the Business Office is authorized to make payment in advance of audit of claims for utilities, postage, freight, and express charges.
39. District Treasurer authorized to pay substitutes
RESOLVED: that the School Business Executive is hereby authorized, on the approval of the Superintendent, to pay substitute employees during the 20232/2024 school year the following rates and that the Superintendent of Schools be and is authorized to employ personnel on a temporary, part-time, per diem or substitute basis, and to set the appropriate wages for such personnel and approve their starting date on an emergency basis prior to Board approval.
RESOLVED: that the School Business Executive is hereby authorized, on the approval of the Superintendent, to pay substitute employees during the 2023/2024 school year the following rates and that the Superintendent of Schools be and is authorized to employ personnel on a temporary, part-time, per diem or substitute basis, and to set the appropriate wages for such personnel and approve their starting date on an emergency basis prior to Board approval.
- | | | |
|--|-------|---|
| <u>Teacher</u> | \$115 | (Non-Certified w/2-years+ of college) |
| | \$125 | (Non-Certified w/4-year degree other than in Education) |
| | \$135 | (Certified with 4-year degree in Education) |
| *Long Term Non-Certified Teacher | \$140 | per day *More than 10 Consecutive Days
(Non-Certified w/4-year degree other than in Education) |
| *Long Term Certified Teacher | \$170 | per day *More than 10 Consecutive Days |
| *Substitute Teacher | | |
| (Certified Retired ECS Teachers) | | \$160 per day |
| *Long Term Substitute Certified Teacher | | \$180 per day |
| (More than 10 consecutive days certified retired ECS teacher in any area) | | |
| *Long Term Certified Teacher/Related Service Provider | | \$200 per day |
| (More than 10 consecutive days provided the teacher is directly certified in the subject/related service area) | | |

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*Long Term Certified Teacher/Related Service Provider \$250 per day
(More than 10 consecutive days provided the teacher is directly certified in the subject area and is a retired ECS teacher/related service provider)
Long Term substitute rates do not start until day 11, unless approved to begin earlier upon appointment or recommendation of the Superintendent to the Board of Education.
*Extended Certified Teacher/ Related Service Provider = \$300.00 per day when agreeing to 2 or more months provided the individual is directly certified in the subject / related service area.
*Extended Certified Teacher/ Related Service Provider = \$350.00 per day when agreeing to 2 or more months provided the individual is directly certified in the subject / related service area AND is a retired ECS teacher / related service provider.
*Extended rates will start on a day determined by the Superintendent and subsequently approved by the Board of Education. We will reimburse fingerprinting cost after 1 month of service for Extended Certified teachers.

<u>Support Staff</u>	
Teacher Aides	\$15.00 per hour
Secretaries	\$15.00 per hour
Cafeteria Workers	\$15.00 per hour
Bus Drivers	\$17.40 per hour
Cleaners	\$15.00 per hour
School Nurse - RN	\$35.00 per hour
School Nurse – LPN	\$20.00 per hour
Retired ECS Support Staff & Confidential Management	Rate upon retirement

40. Required Staff Memberships
- 40.1 RESOLVED: that Guidance Counselors, Tamara Eddy and Daniel LaCroix, are required to keep current on recent changes in guidance, acquire new information, and develop advanced skills in the area of guidance as part of their official duties as guidance counselors. The Board of Education has determined that membership, at the Districts expense, in the New York State School Counselor's Association and the Cattaraugus/Allegany County School Counselor's Association is a necessary requirement for these counselors to fulfill their official duties.
- 40.2 RESOLVED: that the 6-12 Principal, Erich Ploetz is required to keep current on recent changes in the administration of secondary schools and to acquire new information and develop advanced skills in the area of school administration and management as part of his official duties as a school administrator. The Board of Education has determined that membership at the Districts expense in the School Administrators Association of New York State and the Cattaraugus/Allegany County Secondary Principal's Association is a necessary requirement for him to fulfill his official duties. Therefore, be it further RESOLVED, that the 6-12 Principal is required as part of his official duties to be a member of the School Administrators Association of New York State and the Cattaraugus/Allegany Secondary Principal's Association.
- 40.3 RESOLVED: that the Superintendent, Robert Miller, is hereby required to keep current on recent changes in school law, school finances, school management, and school curriculum as part of his official duties as Superintendent of Schools. The Board of Education has determined that membership in the Cattaraugus/Allegany County Council of School Superintendents and the New York State Council of School Superintendents is important for the Superintendent to fulfill his official duties. Therefore, be it further RESOLVED, that the Superintendent of Schools, as part of his official duties, may at the District's expense be a member of the New York State Council of School Superintendents (NYSCOSS), the American Association of School Administrators (AASA), and the Cattaraugus/Allegany County Council of School District Superintendents. In addition, the Board of Education is approving the Superintendent to attend the following meetings/conferences for the 2023-2024 school year at the expense of the District: NYSCOSS Fall and Winter/Spring Conferences, CA BOCES CSO Meetings, NYSSBA Conferences, ACASB Meetings, Retreat & Conferences , Allegany/Cattaraugus Superintendent's Association meetings & conferences, Western New York Educational Service Council, Western New York Joint Management Team meetings & conferences, and local training options offered by and through BOCES represented under the WNYJMT. All other conferences will require prior approval of the Board of Education as per the Superintendent's contract.

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- 40.4 RESOLVED: that Katie Mendell, Elementary Principal/Director of Curriculum, is required to keep current on recent changes in the administration of elementary schools & curriculum and to acquire new information and develop advanced skills in the area of school administration and management & curriculum as part of her/his official duties as a school administrator. The Board of Education has determined that membership at the District's expense (if any) in the School Administrators Association of New York State, the Cattaraugus/Allegany County Elementary Principal's Association and CA BOCES Curriculum Forum Meetings is required as part of her/his official duties. Therefore, be it further RESOLVED, that the elementary principal be a member of the School Administrators Association of New York State, the Cattaraugus/Allegany County Elementary Principal's Association and the CA BOCES Curriculum Forum.
- 40.5 RESOLVED: that the School Business Executive, Aimee Kilby, is required to keep current on recent changes in the area of School District Business Office Procedures and Policies. The Board of Education has determined that membership at the District's expense in the Allegany/Cattaraugus Chapter of NYSASBO and NYSASBO (New York State Association of School Business Officials). Therefore, be it further RESOLVED, that the district treasurer is required as part of her official duties to be a member of the local chapter and the New York State Association of School Business Officials.
41. Erich Ploetz appointed DEO "designated school official"
RESOLVED: that Mr. Erich Ploetz, 6-12 Principal is hereby appointed the DEO "designated school official" at ECS for the 2023-2024 school year. The Designated Educational Official receives court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.
42. Approval of District Investment Policy & Code of Ethics for Board Members and All District Personnel (annual approval).
RESOLVED: that the Ellicottville Central School District hereby approves the following policy: District Investments and Code of Ethics for Board Members and All District Personnel.
43. Approval of Title IX/Section 504/ADA Compliance Officer
RESOLVED: that Karl Gesing, is hereby appointed as the Title IX/Section 504/ADA Compliance Officer for the Ellicottville Central School District for the 2023/2024 school year and Melissa Dahlman as the Deputy Title IX/Section 504/ADA Compliance Officer for the Ellicottville Central School District for the 2023/2024 school year.
44. Approval of Liaison for Homeless Children & Youth Designee
RESOLVED: that Robert Miller, Superintendent, is hereby appointed as the Liaison for Homeless Children and Youth for the Ellicottville Central School District for the 2023/2024 school year.
45. Approval of Chemical Hygiene Officer for District
RESOLVED: that the maintenance supervisor, is hereby appointed as the Chemical Hygiene Officer for the Ellicottville Central School District for the 2023/2024 school year.
46. Approval of Official Bank Signatories
RESOLVED: that Robert Miller, Superintendent and Aimee Kilby, School Business Executive are hereby appointed as the Official Bank Signatories for the Ellicottville Central School District for the 2023/2024 school year.
47. Approval of Certifier of Payroll
RESOLVED: that Robert Miller, Superintendent is hereby appointed as the certifier of payroll for the Ellicottville Central School District for the 2023/2024 school year.
48. Approval of School Pesticide Representative
RESOLVED: that the maintenance supervisor is hereby appointed as the School Pesticide representative for the Ellicottville Central School District for the 2023/2024 school year.
49. Approval of the School Psychologist to the position of acting CSE Chairperson
Approval of the School Psychologist, to the position of acting CSE Chairperson on an as needed interim/temporary basis in the event of the absence of the official CSE Chairperson. The School Psychologist when in this capacity will assume all responsibilities of the position.

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50. Approval of Robert Miller, Superintendent as the Purchasing Agent for the district in the event the School Business Executive is unable to fully complete such duties.
RESOLVED: That Robert Miller, Superintendent is hereby appointed the Purchasing Agent for the district in the event the School Business Executive is unable to fully complete such duties.
51. Approval of temporary/acting 504 Chairperson
RESOLVED: That the school psychologist, is hereby appointed to the position of acting 504 Chairperson on an as needed interim/temporary basis in the event of the absence of the official 504 Chairperson. The School Psychologist in this capacity will assume all responsibilities of the position.
52. Approval authorizing CSE/CPSE Chairperson to sign CSE/CPSE recommendations on behalf of the Board of Education
RESOLVED: That Melissa Dahlman is hereby authorized to sign CSE/CPSE recommendations on behalf of the Board of Education.
53. Approval of District Pandemic Coordinator for the 2023/2024 School Year:
RESOLVED: that Robert Miller is hereby appointed as the District Pandemic Coordinator for the Ellicottville Central School District for the 2023/2024 school year.
54. Approval of District Energy Manager for the 2023/2024 School Year:
RESOLVED: that the maintenance supervisor is hereby appointed as the District Energy Manager for the Ellicottville Central School District for the 2023/2024 school year.
55. Approval of District Integrated Pest Management Coordinator (IPM) for the 2023/2024 School Year:
RESOLVED: that x the maintenance supervisor is hereby appointed as the District Integrated Pest Management Coordinator (IPM) for the Ellicottville Central School District for the 2023/2024 school year.
56. Approval of Chief Emergency Officer for the 2023/2024 School Year:
RESOLVED: that Robert Miller is hereby appointed as the Chief Emergency Officer for the Ellicottville Central School District for the 2023/2024 school year. The chief emergency officer is responsible for coordinating communication between school staff and law enforcement and first responders. The chief emergency officer must ensure that all district staff understand the district-wide safety plan, and is also responsible for ensuring that building-level emergency response plans are completed, reviewed annually and updated when needed.
57. Approval of Board Member Attendance at Conference, Training, etc. for the 2023/2024 School Year:
RESOLVED: that the authorization for Board Members to attend conferences, conventions and the like shall be by Board resolution adopted prior to such attendance. The Superintendent of Schools will then be authorized to approve the travel and other related expenses including advanced payments and reimbursements.
RESOLVED: that members of the Board of Education be approved to attend, either in person or virtually, the NYSED Fiscal Oversight Fundamentals Training, Governance Training, NYSSBA Conferences and the Allegany/Cattaraugus School Board Association meetings.
58. Approval of Robert Miller, Superintendent as the Title VI Coordinator for Race, Color or National Origin for the Ellicottville Central School District.
RESOLVED: That Robert Miller, Superintendent is hereby appointed the Title VI Coordinator for Race, Color or National Origin for the Ellicottville Central School District.

**Yes – 7
No – 0
Carried**

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Consent Items:

Moved by Cornelius, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval to adopt the following Consent Agenda items:

- a. That the board approve the minutes of the meeting of June 20, 2023
- b. Acknowledgement of the June 20, 2023 Claims Auditor Report
- c. Approval of the April 2023 & May 2023 Treasurer’s Report

**Yes – 7
No – 0
Carried**

Presentations & Reports:

None

Communications, Commendations:

- a. CA BOCES submitted (to the National School Public Relations Association) the eagle artwork used on the ECS back high school entrance and won an award.

Informational Items:

Superintendent’s Report (Robert Miller):

- a. Curriculum Work
- b. Interviews for Director of Facilities I position.
- c. Committees
- d. Utica Insurance will be at ECS on July 21st for an on-site Risk Assessment
- e. Signed letters for seven non-resident families to attend ECS 2023-2024 (elementary level students)
- f. Superintendent’s Retreat at Holiday Valley 7/12/2023
Leadership Retreat at Holiday Valley on 7/13 & 7/14/2023 – Ann Mitchell will be facilitating.
- g. Some really nice results on Regents and NYS tests. Katie and Erich will report at July 25th Board Meeting.

Principals Report:

MS/HS Principal (Erich Ploetz):

- a. Thank you for support, this past Spring. Happy with Earth Science results.
- b. Started working with Joe Prior on projects for upcoming school year.

Elementary Principal/Director of Curriculum (Katie Mendell): absent

Old Business

None

New Business:

Moved by Van Wicklin, seconded by Chudy, approval of the Lead Evaluator Re-Certifications for teacher evaluations, as follows: Robert Miller, Katie Mendell and Erich Ploetz.

**Yes – 7
No – 0
Carried**

Moved by Cornelius, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of paying Fitness Room Supervisors \$25.00 per hour for the 2023-2024 school year.

**Yes – 7
No – 0
Carried**

Moved by _____, seconded by _____, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the 2023-2024 CTLE Plan.

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Moved by Pearl, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a contract pertaining to School Bus Driver Physicals with Health Works Western New York for the 2023-2024 school year.

**Yes – 7
No – 0
Carried**

Moved by Chudy, seconded by Cornelius, upon the recommendation of Robert Miller, Superintendent of Schools, approval of a transportation request to a non-public school (Southern Tier Catholic – Olean, NY) for the 2023-2024 school year.

**Yes – 7
No – 0
Carried**

Personnel

Moved by Chudy, seconded by O’Connell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Sarah Peffer as a 6th grade credit recovery teacher for the summer of 2023, retroactive to July 11, 2023.

**Yes – 7
No – 0
Carried**

Moved by Chudy, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval of the following Fall Sports Coaches for the 2023-2024 school year:

- | | |
|----------------------------------|-----------------|
| •Girls Varsity Volleyball | Katie Auge |
| •Girls Junior Varsity Volleyball | Danielle Norton |
| •Girls Modified Volleyball | TBD |

**Yes – 7
No – 0
Carried**

Moved by Cornelius, seconded by Van Wicklin, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Family Medical Leave (FMLA) request from Jennifer Gesing from tentatively 9/5/23 to 11/20/23 for 12 weeks; including paid maternity leave as per ETA CBA.

**Yes – 7
No – 0
Carried**

Moved by Pearl, seconded by O’Connell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Jon Wilder as a sound and lighting consultant for the 2023-2024 school year at a rate of \$20 per hour.

**Yes – 7
No – 0
Carried**

Moved by Chudy, seconded by Cornelius, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Blair Wood (retired ECS Teacher) to the substitute teacher list (certified).

**Yes – 7
No – 0
Carried**

Moved by Pearl, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Virginia Watkins to the substitute cafeteria worker list effective September 1, 2023 at a rate of \$15.10 per hour.

**Yes – 7
No – 0
Carried**

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Moved by Van Wicklin, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation from Lola Shaw (Account Clerk Typist) effective at the end of the day on July 21, 2023.

**Yes – 7
No – 0
Carried**

Moved by Van Wicklin, seconded by Northrup, upon the recommendation of Robert Miller, Superintendent of Schools, approval to accept a letter of resignation for retirement purposes from Tina Barrett (Keyboard Specialist) effective at the end of the day on July 27, 2023.

**Yes – 7
No – 0
Carried**

Moved by Pearl, seconded by O’Connell, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Kaitlin Jensen to the substitute school nurse list (LPN) at a rate of \$20.00 per hour, effective July 12, 2023. This appointment is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Moved by Chudy, seconded by Pearl, upon the recommendation of Robert Miller, Superintendent of Schools, approval of Robert Scharf to the position of Water Operator in Charge effective July 12, 2023, at a rate of \$750 per month. This position is contingent upon a successful fingerprint clearance from New York State.

**Yes – 7
No – 0
Carried**

Committee Reports:

Superintendent Miller restated that he would like to keep the negotiations committee the same as the 2022-2023 school year so they can keep things moving along.

President Golley will email board members to set up the other committees for the 2023-2024 school year. The committee members will be approved at the July 25, 2023 board meeting.

Discussion Items:

None

Policies:

None

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Executive Session

~~Moved by _____, seconded by _____, to enter into executive session at _____ pm to discuss:~~

- ~~•The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.~~
- ~~• collective bargaining pursuant to Article 14 of the Civil Service Law.~~

~~_____ Moved by _____, seconded by _____, to come out of executive session and return to the regular meeting at _____ pm.~~

Adjournment of Meeting

Moved by Van Wicklin, seconded by Pearl, to adjourn the board meeting of July 11, 2023 at 6:35 pm.

Yes - 7
No - 0
Carried

District Clerk

Deputy District Clerk